

## **SAFRA Choa Chu Kang Social Hive Venue Room Booking**

### **BOOKING**

#### **Who can book the venues for events?**

The Social Hive Venue Room is open to both SAFRA members and non-members for booking. However, SAFRA members will enjoy up to 15% off non-member rates.

#### **I am representing a corporate company; can I use my SAFRA membership to book the venue for events?**

Yes, your company can enjoy the special discounted rates if the booking is undertaken by you as the main applicant.

#### **How do I book the venues for events?**

For enquiries, you may email [cckclub@safra.sg](mailto:cckclub@safra.sg)

#### **How do I check venue availability?**

For enquiries, you may email [cckclub@safra.sg](mailto:cckclub@safra.sg)

**Note:** As we are a members' club, all members have equal rights to enjoy the benefits of booking the Social Hive Venue Room to host their events. We seek your kind understanding that we are unable to tentatively/soft book any room as bookings are on a first-come, first-served basis. Booking is only confirmed upon the completion of the Social Hive Venue Room Booking Agreement along with full payment.

### **CHARGES & PAYMENT MODE**

#### **What are the venue charges?**

For pricing, you may email [cckclub@safra.sg](mailto:cckclub@safra.sg)

#### **What happens after I make the payment?**

Upon successfully making the payment at the Customer Experience Ambassador concierge counter, you will receive the [Booking Confirmation] email within 5 working days. In the unlikely situation where you do not receive the [Booking Confirmation], you may contact us at [cckclub@safra.sg](mailto:cckclub@safra.sg).

### **CATERING**

#### **Can I engage my own caterer?**

You may engage your preferred licensed caterer. However, please ensure that you comply with SAFRA rules & regulations:

- Kindly ensure that the caterer does the buffet line setup/tear down and clearing of trash within the booking time frame
- Please advise your caterer to set up the buffet line inside the Social Hive Venue Room. Setting up buffet lines and tables outside the Social Hive Venue Room is strictly not allowed

- No on-site cooking or food preparation/portioning activities are allowed within the SAFRA premises.

## **CONSUMPTION OF ALCOHOL**

### **Can I consume alcohol inside the Social Hive venue room?**

Under the Liquor Control Act, any supply of liquor in Singapore with more than 0.5% ethanol content needs an official liquor license. You may engage your preferred licensed mobile bar caterer or our in-house vendor for the supply and serving of alcohol in the Social Hive Venue Room.

## **SITE RECCE & ROOM VIEWING**

### **How do I arrange for Social Hive Venue Room viewing or site recce?**

To respect the privacy of our members, room viewings will only be conducted when the room is vacant without events. Hence, if you are planning a room viewing, please check with us on the room viewing availability. We will be able to advise you on the room viewing availability 3 to 5 days in advance. You may contact us at [cckclub@safra.sg](mailto:cckclub@safra.sg)

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To speak to our Customer Experience Ambassador, you may call [63799334](tel:63799334), Daily, 9am - 9pm